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ABSTRACT

The career awareness materials project concentrated on making visual aid materials and knowledge of their use available to the elementary school teachers in the Bethel (Oregon) School District. The program assisted staff members in developing new materials and made those materials available to other teachers in the District. The materials included bulletin boards, posters, games, kits, maps, study prints, realia kits, and study series. A survey of the teachers taking part in the project indicated that the materials are of assistance to those teachers acquainted with career awareness concepts, that additional inservice programs are needed for teachers to better understand the program and make better use of the materials, and that additional materials need to be collected to enhance resource availability. Demographic and statistical information for the District and a survey of project costs are included in the project summary. (JR)

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FINAL REPORT

CAREER AWARENESS MATERIALS

Project No. 20-052-011
Grant No. 20442

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Bethel School District
Eugene, Oregon

January 2, 1973

OREGON BOARD OF EDUCATION

INSTRUCTIONAL SERVICES - CAREER EDUCATION

EXEMPLARY

Career Awareness Materials Projects

I. Background and Introduction

A. Goals and Objectives

1. Make available to Bethel School District elementary teachers pertinent and practical visual aid materials that would assist them in attaining the behavioral objectives related to career awareness established for each grade level.

2. Provide every teacher a catalog of materials available for each grade level.

B. Educational Setting

Bethel School District's five elementary schools are staffed by 92 certified teachers and specialists who instruct 1771 students. In addition to the materials available through Lane Intermediate Education Department, the district has its own I.M.C. The materials produced through this project are housed & distributed by the Bethel School District I.M.C. A delivery and pick-up service is available within the district and to the Lane I.E.D. offices.

Complete implementation of the Bethel World of Work programs on Career Awareness in grades 1-6 had been hampered for several reasons.

1. Not all teachers were prepared to teach career awareness.

2. Teachers did not have easy access to, or knowledge of sources of materials. Besides, most felt they just didn't have time to take on the added burden of gathering and producing the materials necessary to do an adequate job on career awareness.

A survey of how they could be given the greatest assistance was made, and the results of the questionnaire indicated that first priority for the teachers was ready access to visual aid materials at all grade

levels. An application for a grant was the next step taken.

II. Major Accomplishments

A. Staff Development

A committee of six teachers representing grades 1-6, and the person responsible for production in the I.M.C. were responsible for compiling ideas for bulletin boards, games, and other materials.

Committee members were given the responsibility of contacting other teachers in their buildings for ideas. This information along with that extracted from the questionnaire were then reviewed by the committee. The list of suggested ideas to be developed were then turned over to three people to develop.

A librarian, a teacher, and the production technician for the district I.M.C. contracted to develop the ideas prior to when the teachers would return in Sept. 1972. Not only did the list of ideas "mushroom", but the returns on letters requesting materials from business and industry were more successful than anticipated. Boxes upon boxes of materials had to be sorted and placed in kits according to careers studied at each grade level.

B. Instructional Program

Tom Williams, O.B.E. visited each of the elementary schools during inservice prior to the opening of school in Sept. 1972. Career awareness was discussed and suggestions made on how teachers could correlate it into their Social Studies program.

Earle Vossen, coordinator of career education in the Bethel School District visited a teachers meeting at each school in Sept. to introduce the materials available to them.

Bethel World of Work guides were collected from the teachers in Oct. and lists of materials available from the Bethel I.M.C. were inserted

into the book and returned to the teachers.

A poster showing colored pictures of each of the bulletin boards available was posted in each school's faculty room in November to further remind teachers of the materials available upon request.

C. Materials Developed

18 Bulletin boards - All parts for each board have been double laminated.

6 Posters - Posters showing colored pictures of the 18 bulletin boards.

16 Games - Some have been developed by district personnel, while others have been purchased and adapted to career awareness.

2 Kits - Contain filmstrips, records, and tape cassettes.

2 Maps - Maps of U.S. showing natural resources and industries have been cut to make jig saw puzzles.

15 Study Prints - Packets of pictures about various clusters of careers contain from four to fifty-eight mounted pictures on careers. Prints are photos taken of adults on their jobs, or students on work experience in the community.

5 Realia Kits - Kits range from equipment for fingerprinting, baking bread, to a flag of Mexico.

13 Study Series - Combination of study prints, flannelboard maps, filmstrips, pamphlets, songs, X-Ray pictures and booklets.

Additional materials are being added through District Instructional Materials Center funds as teachers and I.M.C. personnel find other items that would be useful in the program.

III. Summary

Sufficient pertinent and appropriate career awareness materials have been made easily available to the elementary teachers of Bethel District so that they can do an adequate job of teaching Career Awareness in grades 1-6.

Single copies of all materials does present some limitations on availability on short notice, but records are kept on these conflicts, so that additional or alternate sets of materials may be developed and made available.

IV. Conclusions

With the eliminations of the lack of career awareness materials, the next step appears to be the providing of additional training on the importance of career awareness and how it can be made an integral part of social studies program.

V. Recommendations

A. Complete integration of the Bethel World of Work program is being initiated during the 1973-74 school year, and it is already quite obvious that an inservice program for elementary teachers should be initiated sometime previous to the 1973-74 school year.

B. Evaluation instruments are being developed to measure the effectiveness of the Bethel World of Work program. These are to be administered at the end of each school year to determine if the students in each classroom have attained the behavioral objectives established for each grade level.

Records of utilization of the awareness materials are being maintained, but since many teachers are developing their own career awareness materials a study will be made to determine the correlation between use of the materials and the increase in career knowledge as shown by the results of the pre- and post-tests administered during the 1972-73 school year.

C. The materials are available to all teachers in the Bethel School District through the district I.M.C. Materials have also been made available to John Davies, Specialist in Career Awareness, Oregon Board of Education to show as he visits other school districts. Individuals requesting copies of games have been supplied copies of materials to be duplicated.

VI. Appended Items

The catalog developed and supplied to all Bethel elementary teachers is submitted to indicate materials developed in lieu of submitting duplicate copies of all the materials. Pictures of the bulletin boards developed are also included.

F I N A L R E P O R T

of

"Career Awareness Materials"

An Exemplary Project
in
Career Education

Project Duration July 1, 1972 -- June 30, 1974

Conducted By

Bethel School District
4640 Barger Drive
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A Project Funded By
Oregon Department of Education
942 Lancaster Drive N.E.
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June, 1973

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A B S T R A C T

TITLE: Career Awareness Materials

INSTITUTION: Bethel School District

PROJECT DIRECTOR: Earle E. Vossen, Coordinator of Career Education
Address: 1801 Echo Hollow Road
Eugene, Oregon 97402
Phone: 689-0731

PROJECT DURATION: July 1, 1972 - June 30, 1974

Costs

Federal	Local	Other	Total

NUMBER OF STUDENTS AFFECTED: 1825. NUMBER OF STAFF INVOLVED: 76.

EDUCATIONAL SETTING:

School District #52 has 1825 elementary students in grades 1 - 6, and is located northwest of Eugene with about half of the district within the city limits of Eugene. The main industries are lumber processing, railroad car switching and repair, warehousing, and farming. Five elementary schools feed into two junior highs.

PURPOSE:

The purpose of the project was to develop and make available to Bethel School District elementary school teachers pertinent and practical visual aid materials that would assist them in attaining the behavorial objects established for the career awareness program utilizing the Bethel "World of Work" guide for grades 1 - 6.

PROCEDURES AND OUTCOMES:

A committee of six elementary teachers, production personnel from the Bethel I.M.C., and the project director involved the elementary teachers in developing ideas for materials to be developed and made available through the Bethel District IMC as an assistance in teaching Career Awareness.

Major Activities: Planning meetings prior to end of school year 1972. Developed, circulated, and compiled results of questionnaire asking teachers how they could be assisted in their teaching Career Awareness. Developed the ideas submitted by teachers and submitted these to three individuals to further develop and produce. A catalogue of available materials was developed and distributed. Committee members displayed and explained materials available at grade-level meetings.

Outcomes: Some teachers made excellent use of the materials. A questionnaire was completed in May 1973 by elementary teachers expressing their opinions on the availability and usefulness of the materials. Findings gathered from the questionnaire will be utilized in further promoting the use of the materials in the future.

REPORT OUTLINE

I. BACKGROUND AND EDUCATIONAL SETTING

Bethel School District is a consolidated system consisting of five elementary, two junior high, and one high school. Total enrollment for the district is 3,385 students. About half of the school district is within the city limits of Eugene, and the other half is spread out with railroad yards, farm lands, industry (mainly lumber products) and suburban residential areas intermingled. A high percent of the patrons are middle class and have employment outside the district.

The school district supports an innovative and progressive program of education. It has been very sensitive to the needs of the handicapped, the non-college as well as college bound students.

A "World of Work" guide for grades 1 - 12 was developed by the Bethel teachers and was implemented during the 1972-73 school year. Career Awareness was emphasized in grades 1 - 6, exploration in grades 7 - 9, and Enrichment and Decision Making in 10-12th.

The personnel who developed the guide realized that the guide by itself would assure success of the program. It was recommended that in addition to the materials listed as references, that visual aid materials be provided and made easily accessible to the elementary teachers. The "Career Awareness Materials" project is the outcome of this suggestion.

II. PROCEDURES

Six elementary teachers, production personnel from Bethel I.M.C., and the project director held three planning meetings in May 1972. An assessment of the needs was made by the committee based on the results of a questionnaire completed by all elementary teachers and information gathered by the members in individual discussions with teachers in their schools.

Ideas for bulletin boards, games, other activities, and supplementary materials were compiled during the initial planning meetings. Teachers were encouraged to contribute any materials they had developed so that others could use them. Requests for additional materials were made by personal contacts or in writing with industry, business, and the news media.

A librarian, a teacher, and the head of production in the IMC spent four weeks in gathering, classifying, and producing materials to be packaged into "kits".

Each of the elementary schools were visited by the project director. A presentation was made explaining the materials available and how they could be secured. A catalogue which described the materials available for each grade level behavioral objective was developed. These listings were inserted into each teacher's guide to the "World of Work" program. To further acquaint teachers with the available materials, committee members made presentations at grade-level meetings during the year.

An outside evaluation of the materials was made by Jan Sjolander, Specialist Career Awareness, School District 4J, Eugene. John Davies, Specialist Career Awareness, Oregon Board of Education displayed the materials during his presentations throughout the State, and has invited numerous educators to inspect the materials.

A further evaluation of the materials was made through a questionnaire that teachers in the district were asked to complete them May 1973. Opinions were solicited on the availability and usefulness of the materials in their teaching of Career Awareness.

A major change in the social studies program for the elementary grades for the next six years will necessitate the revision of the "World of Work" guide, and the catalogue of materials.

III. RESULTS OF PROJECT

The search for materials was extremely successful, and additional materials continue to arrive at the I.M.C. The news media turned over hundreds of photos that had been gathering dust. A secondary benefit has been reaped in that the quest for materials has disclosed many excellent sources of resource people, and opened doors for observations and field trips.

Materials developed, distributed, or made available to the Bethel elementary teachers through the I.M.C. are:

World of Work Guides grades 1 - 6
Catalogue of available materials inserted into guides.
20 Bulletin Boards
1 Poster (pre school) with pictures of bulletin boards available
19 Study Prints
17 Study Series
15 Games
5 R
2 Kits
2 Maps

In the survey circulated to the teachers in the spring of '73 a five point rating scale was utilized in responding to three statements. A "1" being the highest rating and a "5" the lowest. Comments on each statement were solicited.

An average grade of 2.3 was given to the statement. The "World of Work" guide provides sufficient direction and assistance to be able to teach Career Awareness. Comments included, "Excellent, very comprehensive, and interesting for the students", "Need good class or workshop to give more background and knowledge of materials. Would give more inspiration to follow the program", "Teachers need a class of instruction for credit",

"Good, what thereis of it", "Too brief, only a few suggestions", and "Don't have time to use it".

"Indicate your feelings on availability of the Career Awareness materials located in the I.M.C.", received a 1.9 rating. Comments--"Materials good, varied levels", "Need duplicate kits in some cases", "Would like to see a display of all materials for my grade level", "Not available in September when we taught that unit", "Excellent, good coverage of all areas for all levels", "Excellent", and "Materials that could remain in classroom would be utilized more".

"The visual aid materials available at the District I.M.C. are helpful in teaching Career Awareness", also received a 1.9 score. "Would use it more if in own school", "It is knowing what is available", "Very good", "Have seen, but haven't used", "I saw several units displayed and discussed at grade level meeting", "Don't know. weren't available in September". "Games we had provided no key, so it was difficult to decide right or wrong", "I'm just learning what is available", and "Much good material available, but organizing our new classroom took so much time, I was unable to use it".

The average times the materials were utilized by those teachers who indicated they taught career awareness was 1.8 times each.

What type of additional materials or assistance would offer the greatest help in teaching Career Awareness in your class?

"More pictures, realistic one, on the job type".

"More suggestions on class projects or organization would help".

"Games for grade 1".

"More suggestions for real experiences and activities to set up with children".

"People coming in to talk".

"More time".

"Have some pamphlets on the region's industry in color, and up-to-date".

"More comic booklets like "Pop Eye" series".

"Film suggestions to coorelate with jobs illustrated on bulletin boards".

"List of available speakers".

"A class for credit by O.B.E. Career Awareness specialist like at Douglas County".

"Materials that could remain in the class would be utilized more than something in central I.M.C.

An evaluation by an outside district person was made by Jan Sjolander, Career Awareness Specialist with the Eugene 4-J District, and a copy is attached.

John Davis, Career Awareness Specialist with Oregon Board of Education has made extensive use of the materials in his presentations throughout the state. Educators from outside the state, as well as Oregon educators have visited the I.M.C. to review the "kits".

IV. CONCLUSIONS AND RECOMMENDATIONS

The survey of teachers clearly indicates that the materials can and do provide assistance to those teachers who are acquainted with the Career Awareness concepts as outlined in the Bethel "World of Work" guide.

It is also evident that additional inservice programs are needed to assume a better understanding of the program, knowledge of how to use the guide, and a time to peruse the materials available in the I.M.C.

Additional materials need to be collected so as to provide duplicate or alternate kits to meet the requests for materials when all the teachers become involved in the program.

V. SUMMARY

An adequate and easily accessible source of supportive materials is essential to assure successful introduction of the Career Awareness program.

An inservice workshop or a class during fall term for all teachers who have not such instructions on Career Awareness should be offered for all district elementary teachers and administrators.

The kits should be reorganized and the catalogue of materials revised as soon as possible after a new social studies program is adopted by the district.

VI. DEMOGRAPHIC AND STATISTICAL INFORMATION

a. Number of schools involved 5 .

b. Total number of students enrolled in project schools 1825 .

c. Total number of students directly served by the project 1475 .

d. Number of staff directly involved in or served by the project:

Professional 76

Classified 4

e. Estimated parents involved 33

f. Estimated number of community persons and resource people involved 45 .

g. Estimated number of visitors to the project 21

h. Number of presentations on the project:

In-district 11

Out-of-district 1

i. Total number of guides, handbooks, materials developed

20 Bulletin Boards

5 Posters with pictures of bulletin boards available (one per school)

19 Study Prints (2 to 25 sets of booklets, brochures, etc. in each)

17 Study Series (2 to 51 photos, 9" x 14" in each series)

15 Games

5 Relia Kits

2 Kits

2 Maps

250 Catalogues of materials

VII. SUMMARY OF COSTS

A. Source of Funds	State/Federal		$2,320.00
	Local		580.00
	Total		$2,900.00

B. Breakdown of Costs	State/Federal	Local	Total
1. Administration			
2. Staff Development			
Workshop	$2,020.00	580.00	2,600.00
3. Supplies and Materials	300.00	----	300.00
Total	$2,320.00	$580.00	$2900.00